

Good Afternoon,

As of September 17, 2012 your LEA does not have a CEDARS Data Warehouse Security Officer. We are contacting you to let you know that users may have already registered for access to your data.

In order to accommodate their requests, your LEA must have a CEDARS Security Officer who is able to identify and validate staff members that are requesting access to your historical data.

The CEDARS Security Officer must register for and be approved for the role by the State CEDARS Security Officer. The Registration site and documentation about User Roles and CEDARS Security Officer Administration is located: <http://www.ncpublicschools.org/cedars/reporting/registration/>.

Once the LEA Security Officer is approved they will then manage access to your LEA's historical data. The duties of the CEDARS Security Officer include approving, disabling and denying user accounts. They will not be required to assign or manage user names and passwords.

Please help identify the person who will fulfill this role for your LEA as soon as possible.

Please forward this message to the appropriate personnel as soon as possible.

Feel free to contact me at any time with questions.

Thank you,